



**MINUTES OF APRIL 19, 2016**  
**REGULAR STUDY SESSION MEETING OF THE COVINA CITY COUNCIL/  
SUCCESSOR AGENCY TO THE COVINA REDEVELOPMENT AGENCY/COVINA  
PUBLIC FINANCING AUTHORITY/COVINA HOUSING AUTHORITY HELD IN THE  
COMMUNITY ROOM OF COVINA PUBLIC LIBRARY, 234 NORTH SECOND  
AVENUE, COVINA, CALIFORNIA**

**CALL TO ORDER**

Mayor Stapleton called the Council/Agency/Authority meeting to order at 5:01 p.m.

**ROLL CALL**

**Councilmembers Present:** Walter Allen III (arrived 5:25 p.m.), Peggy A. Delach, John C. King (arrived 5:05 p.m.), Mayor Pro Tem/Vice-Chair Jorge A. Marquez, and Mayor/Chair Kevin Stapleton.

**Councilmembers Absent:** None.

**Elected Members Present:** City Treasurer Geoffrey Cobbett and City Clerk Mary Lou Walczak.

**Elected Members Absent:** None.

**Staff Members Present:** City Manager Andrea M. Miller, City Attorney Candice K. Lee, Public Works Director Siobhan Foster, Community Development Director Brian Lee, Human Resources Director Danielle Tellez, Interim Finance Director Dennis Swink, Police Captain John Curley, Assistant to the City Manager Angel Carrillo, GIS Technician James Knox, and Chief Deputy City Clerk Sharon F. Clark.

**PUBLIC COMMENTS** – None.

**COUNCIL/AGENCY/AUTHORITY COMMENTS** – None.

**CITY MANAGER COMMENTS**

City Manager Miller introduced the three items on the meeting agenda, explained that zoning and permitted uses are under review due to inquiries from business owners interested in locating in Covina, and commented that agenda item NB 2, Commercial Zones Permitted Uses and Development Standards, may be continued to a future meeting if time does not allow for adequate discussion during this meeting. In closing, she recognized Covina Irrigating Company (CIC) President and Chief Executive Officer David de Jesus, and CIC Board members present at tonight's meeting.

## **NEW BUSINESS**

### **NB 1. Town Center Specific Plan Permitted Uses and Development Standards.**

City Manager Miller introduced the item. Community Development Director Lee presented the staff report and a PowerPoint presentation, which explained staff's recommendations to:

- Reaffirm commitment to preserving the pedestrian-oriented downtown district.
- Include updated uses into the draft document for consideration and specifically add new allowable uses that would promote current commercial activity, such as microbreweries and shared space retail concepts.
- Study potential incentive programs to encourage property owners and the development community to invest in existing properties within the downtown area.
- Include a specific "carve out" economic development strategy for the downtown area as an element of the city-wide Economic Development Action Plan; include a strategy on how the downtown will promote Covina in a regional context with specific action items; and include the downtown "carve-out" economic development strategy as a future study session topic along with the Economic Development Action Plan.
- Update the menu of uses to reflect current economic, demographic, commercial retail and lifestyle trends, independently of the future Metro TOD Planning project.
- Study and consider extending the specific plan area easterly to Barranca Avenue to include the Vita Pakt properties, as well as the light industrial properties along San Bernardino Road.
- The pending updated specific plan should promote and include criteria for additional public space, public plazas, improvement to existing public spaces and strong emphasis on quality design and architecture. Direct staff to proceed with developing an interim specific plan strategy while the more comprehensive Metro TOD Planning project is developing.
- Strong consideration should be given to allow for non-retail uses to be able to locate within the downtown district. However, very specific, quantifiable standards that are enforceable, easily understood and pragmatic have to be created. Direct staff to work with the Planning Commission for future consideration.
- Include strong criteria and measureable development standards to implement the desired downtown vision. Quality public space and plazas are critical to the success of a robust downtown environment. Direct staff to include these goals into the pending Metro TOD Planning program as well as create an interim strategy.

City Manager Miller commented that as part of the revision, we are working to ensure the zoning code is easy to understand and interpret.

Discussion included approaching individual property owners; the challenge of absentee owners; the desirability of having a list for staff to refer to for discretionary approvals; Council desiring input from the community and business owners; City help for businesses on major avenues and the benefit of having diversification of services available in those corridors; a review of all shopping centers; expanded boundaries as part of analysis; that incentivizing a large employer to locate near Citrus Avenue would be beneficial to downtown merchants; the importance of quality public spaces in the downtown, leveraged to help downtown businesses; ways to differentiate downtown areas through creative design elements complimentary to the entire

district; and the need for a comprehensive development strategy quantified in a municipal code update.

Speaker Jim Boyles, CEO/shareholder of Vita-Pakt Citrus Products Company, spoke in favor of a high-density residential development on the Vita-Pakt's property in Covina, which he felt would benefit new residents by its proximity to the rail station and benefit the City by bringing additional buyers to Downtown businesses.

Speaker Mark Arreola of Pane E Vino Restaurant referenced other cities where city staff, councilmembers and the Chamber of Commerce all work together, and stated he would like to stay in Covina but synergy in the Downtown during the day does not support his restaurant, and suggested a retail mix to attract shoppers.

Speaker Raul Trevino, owner of 3 Vinos, stated he agrees with comments by Mr. Arreola; thanked Community Development Director Lee for an excellent report; encouraged being open to change; suggested use of a temporary-use permit, with extra conditions if needed; that the City have a marketing-campaign advertising budget and a City loan program for \$10,000-\$15,000 at a low interest rate for property owners to spruce up their buildings, secured by a lien on the property; and concluded that there has been some progress but not enough.

City Manager Miller responded that Council has directed staff to look at marketing and staff will return with information on programs in other cities at a later date.

Speaker Sean Kelly, a West Covina physical therapist, stated he would like to come to Covina and would consider either renting or buying, but zoning has been prohibitive; and requested that some of the zoning restrictions be lifted.

Speaker Andy McIntyre, realtor, stated that there is much potential in the downtown, but it is difficult to do business in Covina; recommended re-zoning to allow imaging centers and health-care uses; and commented that once the Downtown Specific Plan is redone, the rest will take care of itself and people will want to invest.

Mayor Stapleton suggested another study session meeting for community input on this matter.

Councilmember King stated he agrees with staff recommendations on all items.

Mayor Stapleton asked if all councilmembers agree with all staff recommendations.

Councilmember Delach responded yes, and said the focus should be on simplifying codes and requirements; recommended higher-density projects near rail lines; stated she feels strongly about incentivizing owners with vacant properties, and that the City needs businesses that stay open past 5:00 p.m.

Councilmember Allen stated he agreed with all recommendations, wants to maintain atmosphere in the downtown, and that there are still some kind of uses Council won't tolerate.

Mayor Pro Tem Marquez stated he is a fan of Transit-Oriented Development, and the City should look at current lifestyle trends.

A motion was made by Councilmember King, seconded by Mayor Pro Tem Marquez to accept all staff recommendations.

***Motion approved New Business item NB 1 as follows:***

**AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON**  
**NOES: NONE**  
**ABSTAIN: NONE**  
**ABSENT: NONE**

**NB 2. Commercial Zones Permitted Uses and Development Standards.**

City Manager Miller introduced the item and recommended Council receive public comment and have staff return with an update at a future meeting.

Councilmember King commented there are issues at Grand Avenue & Badillo Street with absentee landowners, and he supports helping to change focus in those areas.

City Manager Miller responded that the Planning Commission is preparing recommendations to update many of the uses and consolidate some commercial districts; consultants have been engaged to identify business for specific sites; and the Planning Commission is working quickly to provide recommendations to Council. If a situation arises where a new business is ready to move forward, the matter will be presented to Council sooner.

A motion was made by Councilmember Delach, seconded by Councilmember King to direct City staff to continue to work with the Planning Commission on updating the Commercial Zones.

***Motion approved New Business item NB 2 as follows:***

**AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON**  
**NOES: NONE**  
**ABSTAIN: NONE**  
**ABSENT: NONE**

**NB 3. Covina Irrigating Company – Rate and Water Supply Update.**

City Manager Miller introduced the item and David de Jesus, President & Chief Executive Officer of Covina Irrigating Company (CIC), who presented an update as follows:

- The Ultraviolet (UV) treatment plant is working flawlessly;
- The Baldwin Park Well Field Rehabilitation/Upgrade Project expected to be completed in May 2017 will be able to treat all ground water supplies.
- These two projects amounting to over \$15 million dollars were necessary to ensure continual delivery of high-quality local well water.
- Covina Irrigating Company will not increase rates which will remain at \$495 per acre-foot through June 2017. The Board approved a 1 acre-foot per share ratio which adds acre-feet to Covina's allocation saving the City approximately \$522,000 in water charges.
- If the City exceeds its allocation, additional water will be sold at cost if water rights cover basin requirements; which would save \$124,000 -\$184,000.

There was no public comment.

City Manager Miller thanked Mr. de Jesus and the CIC Board for their helpfulness in working through issues with the City.

A motion was made by Councilmember Allen, seconded by Councilmember Delach to receive and file the update.

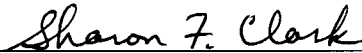
***Motion approved New Business item NB 3 as follows:***

**AYES: ALLEN, DELACH, KING, MARQUEZ, STAPLETON**  
**NOES: NONE**  
**ABSTAIN: NONE**  
**ABSENT: NONE**

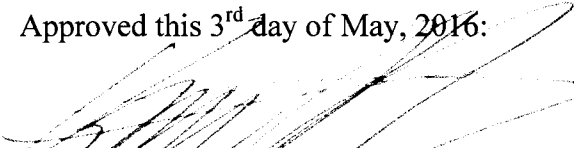
## **ADJOURNMENT**

At 6:25 p.m., the meeting of the Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority was adjourned to its next regular meeting of the Council/Agency/Authority scheduled for Tuesday, April 19, 2016, at 6:30 p.m. for closed session and at 7:30 p.m. for open session inside the Council Chamber, 125 East College Street, Covina, California, 91723.

Respectfully Submitted:

  
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Sharon F. Clark, CMC  
Chief Deputy City Clerk

Approved this 3<sup>rd</sup> day of May, 2016:

  
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Kevin Stapleton, Mayor/Chair